



# Iowa Department of Human Services

Terry E. Branstad  
Governor

Kim Reynolds  
Lt. Governor

Charles M. Palmer  
Director

## INFORMATIONAL LETTER NO.1109

**DATE:** March 15, 2012

**TO:** Iowa Medicaid Hospice Providers

**FROM:** DHS, Division of Mental Health and Disability Services, Iowa Department of Human Services, Iowa Medicaid Enterprise (IME)

**RE:** Preadmission Screening and Resident Reviews (PASRR)

Federal regulations for Preadmission Screening and Resident Reviews (PASRR) require that every person entering a Medicaid-certified nursing facility undergo a Level I screening for mental illness, intellectual disability, or related conditions prior to admission, regardless of the source of payment. Individuals who are identified by a Level I screening as potentially having a mental illness or intellectual disability must then undergo a more extensive Level II evaluation which determines whether the person's needs can be met in the nursing facility setting and whether any specialized services may be needed.

Federal regulations allow for an exception to the Level II evaluation for persons with terminal illness when a physician determines the person to have a prognosis for life expectancy of less than 6 months. However, the Level I screening must still be completed for these patients.

**When a Hospice patient will be entering a Medicaid-certified nursing facility, it will be necessary for Hospice personnel to complete the Level I screening.** Level I screenings are completed through WEBSTARS, a web-based Level I submission and screening process allowing 24-hour /365 days a year submission of Level I screening information.

We encourage all Hospice providers to designate at least one staff person as a Web Supervisor for WEBSTARS. Web Supervisors are responsible for oversight of facility staff that will submit screening information, and are designated to manage sign-on privileges for all authorized users at the facility. Instructions on how to designate Web Supervisors is available at: [http://www.pasrr.com/iowa/Educational/Sup12\\_29\\_2011\\_9\\_18\\_19\\_AM.pdf](http://www.pasrr.com/iowa/Educational/Sup12_29_2011_9_18_19_AM.pdf). Once a web supervisor has been identified and activated for your organization, please read the document titled "Getting Started for Agency Staff" at: [http://www.pasrr.com/iowa/Educational/Edu12\\_29\\_2011\\_9\\_19\\_29\\_AM.pdf](http://www.pasrr.com/iowa/Educational/Edu12_29_2011_9_19_29_AM.pdf).

Additionally, the PASRR Provider Training Video is available online for those who have been set up as web supervisors or authorized users. To access the training, log in to WEBSTARS at: <http://www.ascendami.com/pasrr/iowa/>. The provider manual, Frequently Asked Questions, and other resources are also available on that page.

For more information, please contact Kris Purcell, [kpurcell@ascendami.com](mailto:kpurcell@ascendami.com), 877-431-1388, ext. 3371.